

Implementation Review Committee Conference Call

Friday, February 27, 2015

3:00pm

Dial in 888 494 4032 Access Code 4218176480#

Meeting Minutes

Attendance – Phone: Molly Daily, Roger Eddy, Larry Frank, Joanne Kantner, Amber Kirchhoff, Brenda Klosterman, Dea Meyer, Jim O'Connor, Jane Russell, Frances Shafer, Ayesha Tillman, Ann Tilton

I. Welcome and Introductions

Co-chair Jane Russell began the meeting by thanking all participants for joining. She noted that minutes were sent out for review but would not be approved or voted upon until the next full meeting of the committee. She explained that the purpose of this call would be planning focus groups and reviewing the timeline for the continuation of the Survey project.

II. Review of Project Plan and Timeline

Amber Kirchhoff referenced and explained a draft timeline that was sent to the group detailing the plan for moving forward in distribution of survey results. She noted the tentative final plan of presenting all results at the July 2015 P-20 Council Meeting, with preliminary reporting in the meantime. She then explained the timeline moving forward for creating and planning focus groups.

III. Discussion of Focus Groups

Ayesha Tillman discussed the structure of the focus groups. She noted that she and Amber Kirchhoff would lead the groups of ten to twelve participants of similar identification. She explained the planned outreach methods, including follow-up with those who indicated interest in being a part of such a group and work with organizations who had aided in the dispersal of the survey. She discussed registration, regions of groups (Chicago, Northern Illinois, Central Illinois, and Southern Illinois), and a proposed timeline. She then discussed the content of the focus groups, which would focus on the four main areas from the survey itself (standards, assessments, evaluations, and data) and would come from the results of statistical analysis and significance testing. Committee discussed the protocol for asking questions, the timeline and outreach methods, the use of bilingual groups, and the procedure for registration.

IV. Other Business and Next Steps

Committee determined that any additional thoughts or ideas for next steps would be sent to Molly Daily via email.

V. Adjourn